

National Fire Academy Criteria for Contract Instructor Selection

Course: Management Strategies for Success (R824)

Curriculum: Management Science Curriculum

This 6-day Volunteer Incentive Program (VIP) course provides the Company Officer (CO) with basic management skills and tools to perform effectively in the emergency services environment. Subjects covered include management traits, becoming a supervisor, cultural and legal considerations, ethics, leading others, communications, and leading your part of the organization. A student-centered discovery learning methodology is used throughout this course.

Criteria for Contract Instructor Selection

New instructors for this course **must** first be selected to instruct *Strategic Organizational Issues in Fire and EMS* (R331) or *Effective Leadership Skills for Fire and EMS Organizations* (R332) and should refer to the instructor selection criteria for those courses.

Continuing Practice or Education

The ability to maintain currency in the field and the specific course by meeting **at least one** of the following criteria:

1. Teaching a similar course at the college or university level.
2. Taking a similar course within past 5 years.
3. Teaching the course at the National Fire Academy (NFA) or in the field within the past 2 years.
4. Writing and researching a paper or article related to the course topic for at least one of the fire service or related discipline's trade journals within the past 2 years.

Failure to provide approved documentation of ongoing training or instruction may result in revocation of the contract instructor status.

Submit cover letter and documentation to:

Lisa Makar, Secretary
Curriculum and Instruction Branch
U.S. Fire Administration
16825 S. Seton Avenue
Emmitsburg, MD 21727
Telephone: (301) 447-1362
Email: fema-nfainstructorapp@dhs.gov